

<p style="text-align: center;">BOARD OF ADJUSTMENT APPEAL FORM</p>

The following information will be required prior to the appeal being scheduled for the Zoning Board of Adjustment.

- [] 1. Completed appeal form (and specific sections of the ordinance being appealed. **PIN (property identification number) must be on form. The application WILL NOT be processed without this number.**
- [] 2. \$100.00 Filing Fee plus \$25.00 for each additional variance request at the same site.
- [] 3. **Eight (8) sets of the completed site plan, including location of the building, landscaping, parking, signage or other pertinent information as requested by staff. (Scaled Elevation Drawings are required - for Signs. Additionally pictures and a list of other signs on property are required)**
- [] 4. Small Project Review (If applicable i.e. commercial uses)
- [] 5. **Contact phone number and mailing address on Appeal Form.**
- [] 6. Staff review. (Check for Homeowner Association Covenants or Restrictions.)
- [] 7. Signature on Appeal Form.
- [] 8. Notarized letter from property owner indicating that Petitioner has their permission to appeal to the Board of Adjustment **(This does not apply if the Petitioner is the property owner).**
- [] 9. **Subject to Building Code Review. (Check with Building Safety Dept. to see if applicable).**
- [] 10. All attachments included with application.

NORTH CAROLINA
BUNCOMBE COUNTY
CITY OF ASHEVILLE

BEFORE THE ASHEVILLE
BOARD OF ADJUSTMENT

(Please fill out form completely)

Property Location: _____

Pin Map # (Mandatory) _____

(Application will not be processed without this number)

Zoning: _____ Occupancy _____

TYPE OF APPEAL: Zoning Variance [<input type="checkbox"/>]; Sign Variance [<input type="checkbox"/>]; Interpretation [<input type="checkbox"/>]; Other [<input type="checkbox"/>]

Title to this property is in the name of : (Furnish current address-please print legibly)

(Petitioner's Name)

(Agent's Name)

(Petitioner's Address)

(Agent's Address)

(Phone Number)

(Phone Number)

[☐] I have obtained a Notarized letter from the property owner if applicable.

NORTH CAROLINA
BUNCOMBE COUNTY
CITY OF ASHEVILLE

BEFORE THE
BOARD OF ADJUSTMENT
INTERPRETATION APPLICATION

Address:_____

Appeal from the action of the Planning Director and/or petition for an interpretation of the zoning ordinance.

TO THE CITY OF ASHEVILLE BOARD OF ADJUSTMENT

I, _____ hereby appeal to the Board of Adjustment from the following adverse decision of the Zoning Administrator of the City which stated:_____

This adverse decision was made with respect to the property described in the attached General Application Form:

I, _____ hereby request an interpretation of the following section(s) of the text of the Ordinance.

_____.

Insofar as the ordinance relate to the use of the property described in the attached General Application Form:

STATEMENT BY APPELLANT: (In the space provided below, or on the back of this form, present your interpretation of the ordinance provisions in question and state what reasons you have for believing that your interpretation is the correct one.) _____

I certify that all the information presented by me in this application is accurate to the best of my knowledge, information, and belief.

DATE

SIGNATURE OF APPLICANT